



# Fact Sheet: Boarding Homes

*This Fact Sheet provides an overview of services boarding homes provide and how Boarding Homes are regulated.*

*Many independent residential settings within the community do not require a license.*



*Boarding Homes enable residents to live an independent lifestyle in a community setting while receiving necessary services from staff.*

*If a BH has residents with dementia, developmental disabilities, or mental health needs, the administrator or designee, and all caregivers, must*

## What is a Boarding Home?

A boarding home (BH) is a facility in a community setting licensed to care for seven or more residents. The home provides housing, meal services and assumes general responsibility for the safety and well-being of the resident. The majority of residents pay for their care privately. BH allow residents to live an independent lifestyle in a community setting while receiving necessary services from staff. BH can vary in size and ownership from a family operated 7-bed facility to a 150-bed facility operated by a large national corporation. Some BH provide intermittent nursing services. Others may specialize in serving people with mental health problems, developmental disabilities, or dementia.

The Department of Social and Health Services (DSHS) Aging and Disability Services Administration (ADSA) licenses BH. BH are inspected to ensure that they meet minimum care and safety requirements specified in law and rule. ADSA also inspects boarding homes that provide contracted services (see below) to ensure the facility meets the additional contracting requirements.

## Medicaid-Contracted Services in a BH

BHs that contract with ADSA provide one or more of the following service packages:

### **Assisted Living:**

- Private apartments, with an emphasis on privacy, independence, and personal choice
- Intermittent nursing services must be provided
- Help with medication administration and personal care

### **Adult Residential Care (ARC)**

- Medication assistance and personal care
- Residents may need/receive limited supervision

### **Enhanced Adult Residential Care (EARC)**

- Help with medication administration and personal care.
- No more than two people will share a room
- Intermittent nursing care must be provided
- Specialized dementia care – RFP-based; requires competitive bid & available funding

## Staff Training

BHs are expected to train their staff to meet the needs of the current residents. All facility staff that have routine interaction with residents are required to have an

*complete training in that specialty area. BH may apply to DSHS to teach these courses to their own staff, and to staff from other facilities in the area.*



*The toll-free number for reporting suspected abuse or neglect of a BH resident is **1-800-562-6078***

BH applications for licensure are available on the ADSA website at <http://www.aasa.dshs.wa.gov/professional/> or by calling (360) 725-2540

orientation. Facility staff providing direct care to residents must take the 28-hour Fundamentals of Caregiving class, except for those such as nursing assistants, RNs and LPNs, who must complete the 10-hour Modified Fundamentals course. The administrator, or administrator designee, and all caregivers must also complete 10 hours of continuing education annually. The administrator is also required to complete department training on Washington state statutes and administrative rules related to operation of BH.

### Protecting Residents

All BH staff are required by law to report suspected abuse or neglect of a resident. ADSA offers training for these mandatory reporters. Specially trained ADSA employees investigate complaints. Follow-up visits are made to ensure that regulatory violations do not continue. If a report is substantiated, DSHS may take enforcement action, ranging from imposing a civil fine to revocation of the license to referral for investigation of criminal charges.

Knowledge of resident rights is another important requirement. The Washington State Long Term Care Ombudsman Program (LTCOP) promotes consumer healthcare education and empowers older adults and their family members to make informed long term care decisions. You can reach the LTCOP at 1-800-562-6028 or visit their website at [www.LTCOP.org](http://www.LTCOP.org).

### Inspections

Inspections are one of numerous quality assurance activities that occur in BHs. The department is required, at least every eighteen months, to make an inspection of all BHs. This is an on-site visit and includes resident interviews and review of resident records.

### Licensing

ADSA licenses Boarding Homes. The licensing process includes:

- Completion of an application packet and submitting the license application and fees to ADSA.
- A DSHS criminal history background check on the potential licensee and any staff with unsupervised access to residents
- Review of the facility to ensure that it meets construction requirements
- Review of the potential licensee's financial solvency as a business.
- Inspection of the BH to ensure compliance with state laws and rules.

### Rules & Regulations

#### **Washington Administrative Code (or WAC):**

[Chapter 388-78A - Licensing Rules](#)

[Chapter 388-110 – Contracted Residential Care Services](#)

[Chapter 388-112 - Residential Long Term Care Services](#)

[Chapter 246-215 - Food Services/2001 Food Code/Working Document](#)

[Chapter 246-840 - Nurse Delegation](#)

[Chapter 246-888 - Medication Assistance](#)

**Revised Code of Washington (or RCW)**

[18.20 - Licensing Statute](#)

[70.129 - LTC Resident Rights Statute](#)

[43.43 – Criminal History Background Check](#)

[74.34 - Abuse of Vulnerable Adults](#)

### How to find a Boarding Home

Under the rules and regulations, BH must disclose to residents, the resident's representative, if any, and interested consumers upon request, the scope of care and services it offers, on the department's approved disclosure form (DSHS 10-351).

*Thoroughly examine the options the home provides to assure it is appropriate for the resident's needs, interests & hobbies.*

The ADSA web features the BH Locator, which allows you to search by county, by zip code, and by specialty care type. Also featured online are numerous publications, such as the [Guide to Choosing Care in an Adult Family Home or Boarding Home \(DSHS 22-270X\)](#), which includes practical tips on how to find a facility, questions you should ask, and steps that should be taken prior to placing a loved one in any setting.

### Rates

For the care of Medicaid residents, ADSA pays BHs with an AL, ARC and/or EARC contract using a six-level payment system based on resident needs. To access the most current rates, visit our website at:

<http://www.adsa.dshs.wa.gov/Professional/Rates/default.htm>

Each facility determines the amount that they will charge private pay residents. Private pay rates will differ.

### Mission

The Aging and Disability Services Administration assists children and adults with developmental delays or disabilities, cognitive impairment, chronic illness and related functional disabilities to gain access to needed services and supports by managing a system of long-term care and supportive services that are high quality, cost effective, and responsive to individual needs and preferences.

Visit us online at [www.adsa.dshs.wa.gov](http://www.adsa.dshs.wa.gov)